

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 43  
MARCH 19, 2014 – WORK SESSIONS**

**Public Works  
Summary Minutes**

Work Session was held between the County Commissioners and Public Works on Wednesday, March 19, 2014, at 9:00 a.m., in the Island County Administration Building, Room 116, Coupeville, WA. Present were:

**County Commissioners:** Jill Johnson, Chair  
Kelly Emerson, Member – via Polycom from Camano  
Helen Price Johnson, Member

**Staff:** Pam Dill

**Staff Present:** Bill Oakes, Director, Steve Marx, Connie Bowers, Bryant Mercil, Devin Joslin, Eric Brooks

**Others Present:** Elaine Marlow, Budget Director, Pat Powell, WCLT

Record @ 00:08

**Roads**

**Subject/Description: Speed Limit Evaluations**

**Attachment:** Memorandum dated 3/4/14 from Devin Joslin, to BOCC

**Action Requested:** Approval to conduct speed studies and field reviews on various road segments throughout the County.

**Follow Up:** Public Works staff will formulate engineering recommendations for the speed limit on each road segment and present to the Board at a future work session.

**Subject/Description: Purchase (4) New 2014 Ford 250**

**Attachment:** Memorandum dated 3/5/14 from Matt Nienhuis, to BOCC, PO 9593 & resolution

**Action Requested:** Approval to purchase four (4) New 2014 Ford F250 crew cab pickups off Washington State Contract #03813; Legacy Ford; Amount: \$116,458.30 (incl WSST)/Resolution to surplus four (4) vehicles.

**Follow Up:** Okay with full Board to move purchase order and resolution forward to a Monday agenda.

**Subject/Description: Purchase (4) New 2014 Ford 550**

**Attachment:** Memorandum dated 3/5/14 from Matt Nienhaus, to BOCC, PO #9594, & Resolution

**Action Requested:** Approval to purchase four (4) New 2014 Ford F550 1 ton cab and chassis pickups off Washington State Contract #03813; Columbia Ford/Nissan; Amount: \$148,422.98 (incl. WSST)/ Resolution to surplus four (4) vehicles.

**Follow Up:** Okay with full Board to move purchase order and resolution forward to a Monday agenda.

**Subject/Description: Purchase (4) 2/3 yard Dump Body**

**Attachment:** Memorandum dated 3/5/14 from Matt Nienhuis, to BOCC, PO # 9595

**Action Requested:** Approval to purchase four (4) 2/3 yard contractor style dump bodies off the Washington State Contract #12304; Northend Truck Equipment, Inc.; Amount: \$69,067.60 (incl WSST)

**Follow Up:** Okay with full Board to move purchase order forward to a Monday agenda.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 44  
MARCH 19, 2014 – WORK SESSIONS**

**Subject/Description:** Petition to Open Unopened County Right of Way – Harding Ave.

**Attachment:** Memorandum, Application to Perform Work on Co. ROW PW 14-0037

**Action Requested:** Approval of Petition to open unopened County right of way, Harding Avenue, submitted by Ole Thorson in order to access parcel located in the East Half of Section 25, Township 29N, Range 3E.

**Follow Up:** Okay with full Board to move forward to schedule for public hearing.

**Subject/Description:** CRAB Certification Reports

**Attachment:** yes

**Action Requested:** Traffic Laws Enforcement Certification 2013; Fish Passage Barrier Removal Certification 2013; Annual Certification 2013.

**Follow Up:** Okay with full Board to move forward to Monday's agenda.

**Subject/Description:** Local Agency Standard Consulting Agreement

**Attachment:** Memorandum dated 3/5/14 from Eric Brooks to BOCC

**Action Requested:** Approval of Local Agency Standard Consultant Agreement with Tetra Tech for Multi-Jurisdictional Hazard Mitigation Plan update; Agreement #PW-1320-164; Amount: \$131,027.75

**Follow Up:** Okay with full Board to move forward to a Monday agenda.

**Subject/Description:** Biennium 2015-2017 Rural Arterial Program (RAP) Preliminary Prospectus

**Attachment:** Memorandum dated 3/7/14 from Paul Nettleton, to BOCC, RAP Preliminary Prospectus

**Information:** Bill Oakes presented the 2015-2017 Rural Arterial Program preliminary prospectuses for the five projects for consideration in the 2015-2017 funding cycles.

- Boon Road
- Wanamaker Road
- Fort Casey Road
- Smugglers Cove Road
- East Harbor Road

**Parks**

**Subject/Description:** Trillium Community Forest-Recreation and Conservation Office (RCO) Local Parks Development Grant

**Attachment:** Memorandum dated 3/19/14 from PW to BOCC

**Action Requested:** Island County Parks is partnering with Whidbey Camano Land Trust and would like to submit a grant application to RCO via their Local Parks Grant Program for the development of Trillium Community Forest. Grant amount is approx. \$370,000 which would be used for trail development and the construction of two parking lots.

**Follow Up:** Okay with full Board to move forward to a Monday regular agenda.

**Subject/Description:** Freeland Dock Repair – REET CIP

**Attachment:** Memorandum dated 3/19/14 from PW to BOCC

**Information:** Approval to repair Freeland Dock; three sections of the dock have lost parts of its flotation and need replacement to maintain the integrity of the dock; Amount: \$5,652.40.

**Follow up:** Okay with full Board.



**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 46  
MARCH 19, 2014 – WORK SESSIONS**

*Commissioner Price Johnson moved to approve Job Requisition #016/14. The motion was seconded by Commissioner Johnson and carried with a vote of 2 in favor and 1 opposed. Commissioner Emerson opposed the motion.*

- Traffic Engineer, replacement, R-22, #022/14  
*Commissioner Price Johnson moved to approve Job Requisition #022/14. The motion was seconded by Commissioner Emerson and carried unanimously.*
- Emergency Management Director, upgrade position from NR 10 to NR 13, #024/14  
*Commissioner Price Johnson moved to approve Job Requisition #024/14. The motion was seconded by Commissioner Johnson and carried with a vote of 2 in favor and 1 opposed. Commissioner Emerson opposed the motion.*

**Auditor**

- Elections Deputy, Voter Registration, replacement, C-10, #025/14  
*Commissioner Price Johnson moved to approve Job Requisition #025/14. The motion was seconded by Commissioner Emerson and carried unanimously.*

**Human Services:**

- Parent-to-Parent/Information Education Specialist, new position, C-9 #014/14  
*Commissioner Emerson moved to table the Job Requisition. The motion was seconded by Commissioner Johnson and carried unanimously.*

**Planning**

- Long Range Planner, new position, C-10-12, DOQ, #019/14  
*Commissioner Emerson moved to table Job Requisition #019/14 to Monday, March 24<sup>th</sup>. The motion was seconded by Commissioner Price Johnson and failed with a vote of 2 opposed and 1 in favor.*

Job Requisition #019/14 will be brought forward to the April 2 work session.

**Health**

- EHS II, replacement, C-11, #021/14  
*Commissioner Price Johnson moved to approve Job Requisition #021/14. The motion was seconded by Commissioner Emerson and carried unanimously.*

**Superior Court**

- UA Tech-Female, replacement, NR 17, #023/14  
*Commissioner Price Johnson moved to approve Job Requisition #023/14. The motion was seconded by Commissioner Emerson and carried unanimously.*

**Facilities**

- Facilities Director, replacement, NR 40, #018/14  
*Commissioner Price Johnson moved to approve Job Requisition #018/14. The motion was seconded by Commissioner Emerson and carried with a vote of 2 in favor and 1 opposed. Commissioner Emerson opposed the motion.*

**Central Services**

- IT Director, replacement, NR 20, #017/14

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 47  
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*Commissioner Price Johnson moved to approve Job Requisition #017/14. The motion was seconded by Commissioner Johnson and carried with a vote of 2 in favor and 1 opposed. Commissioner Emerson opposed the motion.*

**Subject/Description: Interview process: IT Director & Facilities Director**

**Attachment:**

**Discussion:** Human Resources received 8 applications for IT Director and 11 applications for Facilities Director. Melanie suggested 2 possible approaches to interviewing candidates for these two positions:

- Two sets of interviews—1<sup>st</sup> by non-commissioners (example: the IT Strategy Team for the IT Director), 2<sup>nd</sup> a finalist interview by the Commissioners
- Finalist interviews only by the Commissioners

**Follow up:** The Board agreed to conduct the interviews themselves with the option to invite county staff members to help with any technical questions they may have.

**Subject/Description: Medical Committee update**

**Attachment:** yes

**Discussion:** The Medical Committee has asked if the County will be looking into any changes in insurance vendors.

**Follow up:** The full Board is not in favor of any changes this year.

**Planning & Community Development  
Summary Minutes**

Work Session was held between the County Commissioners and the Planning Department on Wednesday, March 19, 2014 at 11:20 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:**     **Jill Johnson, Chair**                     **Staff: Pam Dill**  
   **Kelly Emerson, Member - via Polycom from Camano**  
   **Helen Price Johnson, Member**

**Staff Present:**   **David Wechner, Director, Paula Bradshaw**

**Others Present:** **Elaine Marlow, Budget Director**

Record @ 02:22:00

**Subject/Description: Planning Update**

**Attachment:** yes

**Information:** David Wechner provided an update on development review/code enforcement, long range planning, building and strategic planning/office management.

Commissioner Johnson requested a formal letter from the Trust Board of Ebey's Landing regarding their position on the proposed amendments to Chapter 17.03 ICC regarding regulation of I-502.

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 48  
MARCH 19, 2014 – WORK SESSIONS**

**Monthly Financial Reports  
From Auditor & Treasurer  
Summary Minutes**

Work Session was held between the County Commissioners and the Auditor/Treasurer on Wednesday, March 19, 2014, at 11:50 a.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Jill Johnson, Chair                      **Staff:** Pam Dill  
                                 Kelly Emerson, Member – via Polycom from Camano  
                                 Helen Price Johnson, Member

**Present:** Wanda Grone, LaRae Brown

**Others Present:** Elaine Marlow, Budget Director

**Subject:** Monthly Financial Report

**Attachment:** [MONTHLY FINANCIAL REPORTS BY AUDITOR AND TREASURER](#)

**Executive Session Announced**

Commissioner Johnson announced the Board would recess and meet in Executive Session at 12:00 noon as allowed under RCW 42.30.110(1)(i) to discuss with legal counsel litigation or potential litigation. The Executive Session lasted one hour with no announcement in open public session. The Board reconvened at 1:00 p.m.

**Budget Director/GSA/IT  
Summary Minutes**

Work Session was held between the County Commissioners and the Budget Director on Wednesday, March 19, 2014, at 1:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Jill Johnson, Chair                      **Staff:** Pam Dill  
                                 Kelly Emerson, Member - via Polycom from Camano  
                                 Helen Price Johnson, Member

**Staff Present:** Elaine Marlow, Budget Director

**Others Present:** Bill Oakes

Record @ 03:03:18

**Add-On**

**Subject/Description:** CRAB Certification Reports

**Attachment:** Certification of Road Fund Expenditures for Traffic Law Enforcement

**Action Request:** Bill indicated that the Sheriff reported a total Traffic Safety Expense for 2013 of \$720,926.00 which is lower than the amount transferred from the road fund. The Board will



**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 50  
MARCH 19, 2014 – WORK SESSIONS**

**Action Requested:** Approval of Department of Health Consolidated Contract, Amendment #13; Contract Number: C16886; Amount: Increase of \$205,260.00.

**Follow up:** Okay with full Board to move forward to a Monday agenda.

**Add-On**

**Subject/Description:** Amendment No. 1 to Electronic Transaction Processing Agreement between Official Payments Corporation and Island County

**Attachment:** Amendment No. 1

**Action Requested:** Approval of Amendment No. 1 to Electronic Transaction Processing Agreement between Official Payments Corporation and Island County. The agreement to conduct electronic transactions and payment on-line is amended to replace Exhibit A(Electronic Check Fee Schedule) and Exhibit B (Credit/Debit Card Fee schedule) as well as update Official Payments Corporation notice addresses; Amount: -0-

**Follow up:** Okay with full Board to move forward to a Monday agenda.

**Department of Natural Resources  
Summary Minutes**

Work Session was held between the County Commissioners and the Department of Natural Resources on Wednesday, March 19, 2014 at 2:00 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:**     **Jill Johnson, Chair**                             **Staff: Pam Dill**  
   **Kelly Emerson, Member – via Ploycom from Camano**  
   **Helen Price Johnson, Member**

**Staff Present:**     **Keith Higman, Director, Jill Wood**

**Others Present:**     **Elaine Marlow, Budget Director**

Record @ 04:00

**Subject/Description:** Amendment Lead Entity Contract with WA State Recreation and Conservation Office

**Attachment:** Contract No. 12-160P, Amendment No.1

**Action Requested:** Approval of Salmon Project Agreement for Ala Spit Restoration Phase 3; Project #: 12-1260P; Amount: \$28,350.00.

**Follow up:** Okay with full Board to move forward to a Monday agenda.

**Subject/Description:** Coastal Geologic Services, Inc. (Ala Spit Restoration – Phase 3)

**Attachment:** Contract No. 02-2014

**Action Requested:** Approval of Services Agreement between Island County and Coastal Geologic Services, Inc.; Contract No. DNR-02-2014; Amount: not to exceed \$50,000.00.

**Follow up:** Okay with full Board to move forward to a Monday agenda.

**Subject/Description:** Marine Resources Committee – Operating Procedures

**Attachment:** none

**Discussion:** Keith discussed suggested changes to the enabling resolution.

**Follow up:** Keith will bring forward a strikethrough and underline version for the Board's review at a future work session.



**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 51  
MARCH 19, 2014 – WORK SESSIONS**

## **Health Department Summary Minutes**

Work Session was held between the County Commissioners and the Health Department on Wednesday, March 19, 2014, at 2:20 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA. Present were:

**County Commissioners:** Jill Johnson, Chair                      Staff: Pam Dill  
Kelly Emerson, Member – via Polycom from Camano  
Helen Price Johnson, Member

**Staff Present: Keith Higman, Director, Vanya Brown**

**Others Present:** Elaine Marlow, Budget Director

Record @ 04:18:39

## Administration

**Subject/Description:** Public Health Pooling Budget Presentation

**Attachments:** yes

**Discussion:** Keith Higman presented the Board with an overview of revenue and expenses for the department as a whole, Operation and Maintenance, Environmental Health, Community & Family Health, Assessment & Healthy Communities and Administration. He also discussed challenges to the Public Health budget.

**Follow up:** Continued budget discussion at a future work session.

Commissioner Emerson excused herself from the remainder of the meeting.

**Commissioners Agenda**  
**Summary Minutes**

The County Commissioners met during Work Session on Wednesday, March 19, 2014 at 3:30 p.m., in the Island County Annex Building, Commissioners' Hearing Room, B-102, Coupeville, WA.

Present were:

[illegible]

**Others Present:** Elaine Marlow, Budget Director

Record @ 05:27:25

**Subject/Description:** Update on Commissioner Committee assignments

**Attachments:**

**Action Requested:** Postponed.

### Follow up:

**Subject/Description:** Nomination to Conservation Futures TAG

**BOARD OF ISLAND COUNTY COMMISSIONERS MINUTES OF MEETING 52  
MARCH 19, 2014 – WORK SESSIONS**

**Attachments:** Ltr dated 3/13/14 from Kristen Griffin, Ebey's Landing National Historical Reserve Manager, to BOCC

**Action Requested:** The Board considered the nomination of Ebey's Landing Trust Board Representative, Fran Einterz, to the Conservation Futures TAG.

**Follow up:** Okay with Board to move forward to Monday's agenda.

**Subject/Description:** Resolution proclaiming March 2014 as American Red Cross Month

**Attachments:** yes

**Action Requested:** Forward Resolution proclaiming March 2014 as American Red Cross Month

**Follow up:** Okay with Board to move resolution forward to Monday's agenda.

**Subject/Description:** Resolution proclaiming April 2014 National County Government Month

**Attachments:** yes

**Action Requested:**

**Follow up:** Postponed to April 2, 2014 work session.

BOARD OF COUNTY COMMISSIONERS  
ISLAND COUNTY, WASHINGTON

\_\_\_\_\_  
Jill Johnson, Chair

\_\_\_\_\_  
Kelly Emerson, Member

\_\_\_\_\_  
Helen Price Johnson, Member

ATTEST:

\_\_\_\_\_  
Debbie Thompson, Clerk of the Board